

EEOC TRAINING INSTITUTE
Technical Assistance Training Seminar Agenda
Detroit, Michigan
July 20, 2006

Agenda Highlights: Come to the source for up-to-date training on EEO issues. Timely topics like immigration and citizenship issues discussed by Department of Justice representatives, a legal update, how to respond to a charge filed against your company, reasonable accommodations under the ADA, mediation, and a role play on race and sex discrimination will be among the workshops offered during this exciting day of training.

7:30 - 8:30 a.m. Registration/Continental Breakfast

8:30 - 9:00 a.m. Welcome/Opening Remarks
Danny Harter, District Director, Indianapolis District Office
Jesse A. Vidaurri, Program Analyst, EEOC Detroit Field Office

9:00 - 10:30 a.m. Concurrent Workshops
10:45 - 12:00 noon (Select two workshops to attend)

1. Legal Update:

Who won and who lost? Hear about recent Supreme Court Decisions and other legal decisions that might impact how your company does business. How will the new internet data applicant rules affect your record keeping? How will the new changes to the EEO-1 report impact your reporting requirements?

2. Charge Processing:

Oh no. We just got a charge served on our company from the EEOC. What do I do now? Don't get an ulcer. Learn what to do when the EEOC takes a charge against your company. Understand what your rights and obligations are. How do you prepare a position statement? How do you respond to a request for information? What happens during an onsite visit? This workshop will provide helpful information to assist you in working with EEOC to resolve the charge in a fair, expeditious manner.

3. Reasonable Accommodation Issues:

An employee has asked for an accommodation due to religious, pregnancy or a disability related issue. How do you respond and what kind of accommodations must you provide? Practical tips for accommodation procedures from inception through decision along with real-life scenarios and solutions will be discussed.

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4. Immigration Related Unfair Employment Practices:

Department of Justice, Office of Civil Rights representatives will discuss issues that affect areas with large and emerging populations of immigrant workers. Topics to be covered:

--citizen status discrimination (when individuals are rejected for employment or referral, treated adversely in the hiring process, or fired because of their citizenship status, immigration status or type of work authorization);

-- National Origin discrimination (when individuals are rejected for employment or referral, treated adversely in the hiring process, or fired based on their country of origin, ancestry, native language, accent, or because they are perceived as looking or sounding foreign);

-- retaliation and document abuse (when employers request more or different documents than are required to verify employment eligibility).

12:00 - 1:00 p.m.

Lunch

1:15 - 3:15 p.m.

Race Discrimination: Role Play

Join the EEOC Prime Time Players as they present a role play feature on a race discrimination charge. See how the charge is handled and how the EEOC's procedures work. A Plaintiff's Attorney and a Respondent's attorney as well as an EEOC attorney will provide advice and helpful hints during the role play. An Oscar nomination might be in the works.

3:15 - 3:30 p.m.

Break

3:30 - 4:15 p.m.

Alternative Dispute Resolution Program

To mediate or not to mediate, that is the question? Learn how mediation can save your company time and money. Receive insights on how to reach solutions through meaningful communications. Mediators from the EEOC will discuss with you the benefits and upsides of the mediation process. Helpful hints and practical suggestions will be offered.

4:15 p.m.

Completion of Seminar: Evaluations. Pick up certificates and CD's.